

22 July 1975

MEMORANDUM FOR: Director of Training

SUBJECT : End of Course Report for Preparing for
Overseas Assignment, 15-17 July 1975

1. General

There were 19 participants in the July "POA" course, which included three wives. Ten were assigned to European posts, with the remainder of the class assigned to posts in Africa, East Asia and Latin America. Grades ranged from GS-04 to GS-15.

2. Program Content

The program remained essentially the same as in the last running. We did not invite [REDACTED] to address the class on cross-cultural matters this time but used instead the films by Messrs. Bostain and Vetter to cover this topic. [REDACTED]

25X1A

25X1A

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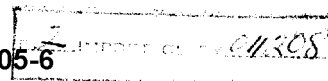
Staff participated in the course for the first time. [REDACTED] reviewed the general cover situation in the present climate and asked the class for comments and suggestions on what they considered were the minimum cover needs while awaiting overseas assignments and what cover problems they anticipated after arrival at their posts of assignment. The class actively participated in this general discussion session.

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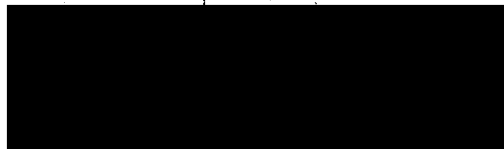
3. Evaluations and Projections

Based on the class evaluations, the July running of the "POA" appears to have been well received. We

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were pleased to note that over half the class had been enrolled at least one month prior to their departure for overseas. For the most part, all the speakers were very effective. We are continuing in our search for new speakers to discuss cross-cultural matters and have several prospects in mind.



25X1A

Atts.

A--Course Roster
B--Course Schedule

25X1A

Approved For Release 2000/06/13 : CIA-RDP78-03572A000100040005-6

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PREPARING FOR OVERSEAS ASSIGNMENT

15 - 16 July 1975

Room 916
Chamber of Commerce Building

INTELLIGENCE INSTITUTE
OFFICE OF TRAINING

25X1A



PREPARING FOR OVERSEAS ASSIGNMENT

Course Objectives

PHASE I - OVERSEAS SERVICE FOR CIA

Personnel attending this Phase are expected to:

a) gain a better understanding of cover, medical, security and legal problems which CIA employees might encounter during service abroad; and b) acquire a limited feeling for important cultural differences which may be encountered in working and living among foreigners.

S-E-C-R-E-T

PREPARING FOR OVERSEAS ASSIGNMENT

PHASE I - Overseas Service for CIA

Tuesday, 15 July

25X1A

0900 - 0930 Introductions, handout of kits,
discussion of course objectives
and methods.

0930 - 1100 FILM: "How to Read a Foreigner"

James Bostain, Scientific Linguist, Department of State, alerts us to the peculiarities of our American cultural, educational and linguistic values and aims at breaking through our preconceptions to create a greater understanding of other, foreign values, with which we will come in contact while living abroad.

25X1A

1110 - 1210 LEGAL CONSIDERATIONS FOR AGENCY PERSONNEL
GOING OVERSEAS

Our speaker will discuss the need to prepare certain legal documents prior to overseas service. He will also review your federal and state tax responsibilities while serving abroad.

25X1A

1210 - 1330 LUNCH

1330 - 1430 SECURITY

The speaker will outline the security practices you should follow overseas. He will highlight security problems in specific areas of assignment and cover in general terms the subject of terrorist activities.

1445 - 1545 "The Changing Role of the Field
Station Today"

25X1C

A videotape of an address by [REDACTED] former Chief, Latin American Division, to a CIA audience in April 1974.

1545 - 1615 Discussion and review of the first
day's sessions

~~SECRET~~

PREPARING FOR OVERSEAS ASSIGNMENT

25X1A

Wednesday, 16 July

0900 - 1000 COVER

What is the meaning and rationale of cover and how do we maintain cover while serving abroad? Our speaker will address these questions and discuss ways in which you can overcome cover problems.

1015 - 1100 CENTRAL PROCESSING BRANCH

25X1A

The speaker will review the organization and functions of the various components of Central Processing Branch and how each assists you in your overseas processing.

1115 - 1215 FILM: "Meet the Critic"

In a role-playing situation, Mr. Charles Vetter, USIA, demonstrates the need for sensitivity in answering questions asked by foreign critics.

1215 - 1330 LUNCH

1330 - 1445 TRANSPLANTING YOUR HOUSEHOLD

A panel discussion (for the women) to be held in room 916. Optional film for the men to be shown in room 812.

25X1A

1500 - 1600 MEDICAL CONSIDERATIONS FOR AGENCY PERSONNEL

The physical and mental health of its employees overseas is a matter of paramount interest to the Agency. Our speaker will describe how the Office of Medical Services provides world-wide support to personnel serving abroad and will discuss ways in which you can prepare yourself for your assignment.

25X1A

1600 - 1620 Course review and evaluation

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The Course Chairman gave the Department of State background briefing to five class members on the morning of 17 July.

3. Evaluations and Projections

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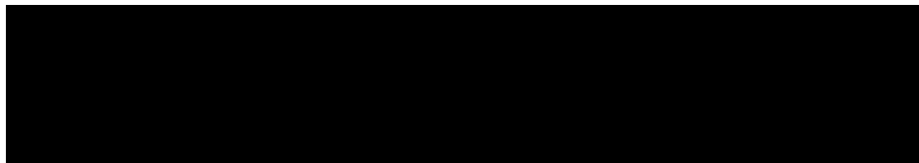
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15 - 16 July 1975

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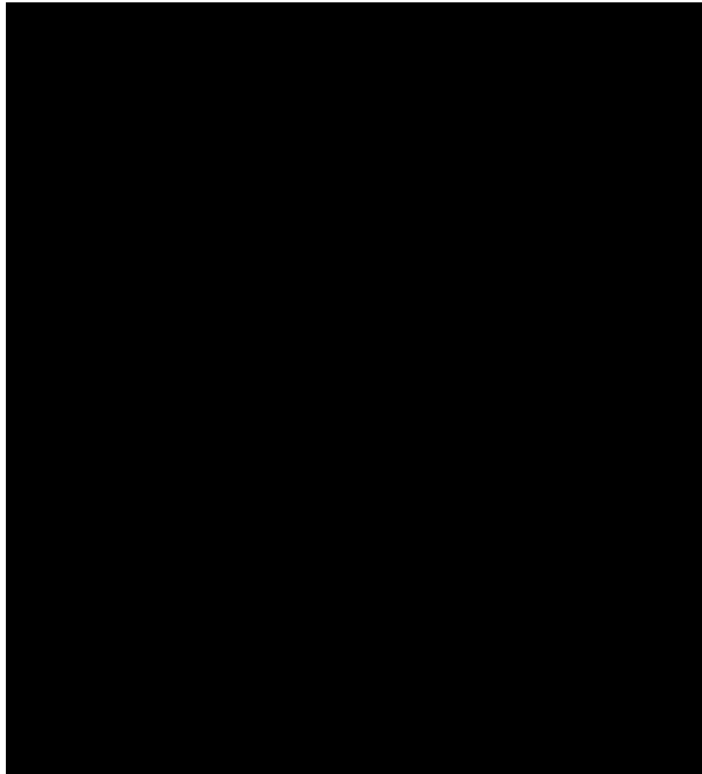
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